

**Notice:** Information requested on this form is required for any individual or organization who wishes to volunteer services on a DNR-owned/eased Property. The Department will not consider your application unless you provide complete information requested. Completion of this form constitutes an agreement with the Department of Natural Resources, under s. 23.09 (2)(h), Wis. Stats. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records Law (ss. 19.31-19.39, Wis. Stats.).

**Lead Volunteer Information**

Lead Volunteer Name

Street Address	City	State	ZIP Code
Daytime Phone Number (include area code)	Evening Phone Number (include area code)	Email	

Do you have an interest in the following activities? If yes, what training have you had?

Herbicide use	<input type="radio"/> Yes <input type="radio"/> No
Chainsaw	<input type="radio"/> Yes <input type="radio"/> No
Prescribed burning	<input type="radio"/> Yes <input type="radio"/> No

By signing below, the Lead Volunteer acknowledges the nature of the work and agrees to all terms and conditions stated on this application.

Signature of Lead Volunteer (Must be 18 years or older)	Title	Date Signed
---	-------	-------------

**Property & Project Information**

Property Name(s)	Estimated Number of Work Days Lead Volunteer(s) Plan to Schedule per Year
------------------	---

Type of Work Lead Volunteer(s) Expect to Do (Invasive Removal, Seed Collecting, Trash Removal, etc.)

**Leave Blank – Department of Natural Resources Use Only**

**Permit Approval**

The Department approves this permit for the Lead Volunteer to participate in the Volunteer program for the Property identified above. This permit is valid on this Property for the time period listed below. This permit is renewable with written notice from the Property office. The Department of Natural Resources reserves the right to modify or cancel this permit at any time.

Permit Number	Effective Date	Ending Date
Signature of Volunteer Coordinator (as appointed by the Property Manager)		Date Signed

**Lead Volunteer Application and Permit**

Form 1700-072 (R 8/15)

Page 2 of 3

**Additional Lead Volunteer(s) Information & Signature**

Lead Volunteer Name			
Street Address		City	State ZIP Code
Daytime Phone Number (include area code)	Evening Phone Number (include area code)	Email	
Do you have an interest in the following activities?		If yes, what training have you had?	
Herbicide use	<input type="radio"/> Yes <input type="radio"/> No		
Chainsaw	<input type="radio"/> Yes <input type="radio"/> No		
Prescribed burning	<input type="radio"/> Yes <input type="radio"/> No		
By signing below, the Lead Volunteer acknowledges the nature of the work and agrees to all terms and conditions stated on this application.			
Signature of Lead Volunteer (Must be 18 years or older)		Title	Date Signed

Lead Volunteer Name			
Street Address		City	State ZIP Code
Daytime Phone Number (include area code)	Evening Phone Number (include area code)	Email	
Do you have an interest in the following activities?		If yes, what training have you had?	
Herbicide use	<input type="radio"/> Yes <input type="radio"/> No		
Chainsaw	<input type="radio"/> Yes <input type="radio"/> No		
Prescribed burning	<input type="radio"/> Yes <input type="radio"/> No		
By signing below, the Lead Volunteer acknowledges the nature of the work and agrees to all terms and conditions stated on this application.			
Signature of Lead Volunteer (Must be 18 years or older)		Title	Date Signed

Lead Volunteer Name			
Street Address		City	State ZIP Code
Daytime Phone Number (include area code)	Evening Phone Number (include area code)	Email	
Do you have an interest in the following activities?		If yes, what training have you had?	
Herbicide use	<input type="radio"/> Yes <input type="radio"/> No		
Chainsaw	<input type="radio"/> Yes <input type="radio"/> No		
Prescribed burning	<input type="radio"/> Yes <input type="radio"/> No		
By signing below, the Lead Volunteer acknowledges the nature of the work and agrees to all terms and conditions stated on this application.			
Signature of Lead Volunteer (Must be 18 years or older)		Title	Date Signed

## Terms & Conditions

1. **Relationship.** Volunteers are to be considered volunteers and not officers, employees, or agents of the State of Wisconsin, Department of Natural Resources (WDNR). Any injuries, claims, liabilities, suits or costs relating to this permit shall be the sole responsibility of the Volunteers.
2. **Waiver and Release.** Each party shall be responsible for the consequences of its own acts, errors, or omissions and those of its employees, boards, commissions, agencies, officers, and representatives and shall be responsible for any losses, claims, and liabilities which are attributable to such acts, errors, or omissions including providing its own defense. It is not the intent of the parties to impose liability beyond that imposed by state statutes.
3. **Volunteer Coordinator Appointment.** The Property Manager will either appoint a Volunteer Coordinator to work with Lead Volunteers, or the Property Manager will designate themselves as the Volunteer Coordinator.
4. **Approval of Permit.** Lead Volunteer approvals are at the discretion of the Volunteer Coordinator.
5. **Minimum Commitment.** Lead Volunteers will participate in and/or coordinate a minimum of one activity day per year. Activity dates are to be mutually agreeable to the Lead Volunteer and the Volunteer Coordinator. Lead Volunteers agree to work during daylight hours only.
6. **Work Day Training.** At the beginning of a work day Lead Volunteers shall provide appropriate "How To" training and instructions to volunteers regarding tasks to be completed during work days (how to collect seeds, use a brushcutter, pile brush, identify invasive species, etc.). Lead Volunteer may provide training regarding herbicide use if the Lead Volunteer has the appropriate certification. Volunteers, including the Lead Volunteer, must successfully complete a prescribed burning and/or chainsaw class which meet Department standards before engaging in those activities.
7. **Work Day Rosters.** Lead Volunteers shall ensure that any volunteer who participates in a work day organized under this permit by the Lead Volunteer signs Form 1700-072A Work Day Roster and is familiar with and understands relevant terms and conditions of this form.
8. **Work Day Information.** Lead Volunteers shall ensure the information contained in the permit and Form 1700-072A Work Day Roster is accurate and up to date.
9. **Juveniles.** Lead Volunteers will ensure there is at least one adult supervisor present for every 10 juveniles (under age 16). Juveniles will not be allowed to use herbicides, chainsaws, or help on prescribed burns or other tasks that may be deemed hazardous.
10. **Management Approach.** The Volunteer Coordinator will work with Lead Volunteers to develop a plan regarding management objectives and approach, with both parties acknowledging that the ultimate decision lies with the Volunteer Coordinator.
11. **Rare Species.** Management activities will take into account known rare plant and animal species, and when available, incorporate Incidental Take management protocols.
12. **Herbicide Use:**
  - A. Volunteers who are working with a Certified Applicator Volunteer Coordinator can apply non-restricted herbicides without certification but are responsible for reading and understanding the safety material. Safety material is to be obtained from the Volunteer Coordinator. Volunteers are responsible for requesting and ensuring that they obtain this information. By signing this form, volunteers acknowledge that they have received, read and understand the information prior to working with the herbicides.
  - B. Volunteers who are applying aquatic herbicides below the high water mark must have an aquatic certification.
  - C. Volunteers who are directly supervising or teaching other inexperienced volunteers must gain a pesticide applicators certification. This person will ensure proper safety procedures are taking place.
13. **Chainsaws.** Before using chainsaws, volunteers must complete Form 2500-120 (Power Equipment Safety Acknowledgement), acknowledging that they have had proper training and are using proper PPE.
14. **Prescribed Burning.** Volunteers must complete Federal Prescribed Burn course S130/190, and fill out the Physical Requirements Acknowledgment (Form 9100-240) before participating in a prescribed burn on WDNR-owned SNAs.
15. **Supplies.** All supplies and materials shall be used on the agreed upon Property, for the agreed upon purpose, and will be provided by the Volunteer Coordinator. Unused supplies and materials furnished by the WDNR may be retained by the volunteer group during the permit period, but must be returned to the Volunteer Coordinator at the end of the permit period.
16. **Items of Concern.** Any items found by the volunteers or situations which need further attention from the property staff, should be brought to the attention of the Volunteer Coordinator, or Property Manager, or other designated department contact.
17. **Motor Vehicle Use.** Lead Volunteer shall arrange for vehicle parking with the Volunteer Coordinator prior to undertaking any volunteer activities. Any exemptions to trail pass/vehicle admission sticker requirements granted by the Volunteer Coordinator shall be valid only while volunteers are participating in scheduled activity days. No motor vehicles will be allowed on any property unless specifically authorized by the Volunteer Coordinator.
18. **Photographic Release.** Lead Volunteers grant to WDNR the right to use photographic images and video or audio recordings of Lead Volunteer that are made by WDNR or others during volunteer activities conducted pursuant to this Agreement.
19. **In-kind Service.** The WDNR is eligible for grants that require received funds to be matched. Volunteer hours are a valuable source of match for WDNR. Lead Volunteers consent to the use of their volunteer time as a possible in-kind match for grants received by the WDNR.
20. **Invasive Species Dispersal.** The Volunteers will clean tools and clothing of soil and plant material prior to entering SNAs to avoid inadvertent dispersal of invasive species.
21. **Pets.** Dogs must be kept on a leash no longer than 8 feet. Owners will be solely responsible for any damage or injuries caused by their dog or other animal and the state will not afford them protection from liability for their animals actions nor will the state be responsible for any injury, illness, or death of their animal resulting from their participation as a volunteer.

## 22. Additional Terms or Conditions: